

**SECRET**

25 February 1969

MEMORANDUM FOR : Chief, PMCD, O/Personnel

SUBJECT : Request for Position Audit

25X1 [redacted] of the Office of the Assistant to the Director has requested the auditing of positions #0012 and #0301 on our staffing complement. The responsibilities and duties of the two positions have increased, and a position audit with a view toward a grade increase seems warranted.

*Handwritten:*  
Hd w/  
Mr. [unclear]  
Returned  
13 Mar 69

[redacted]  
Administrative Officer, O/DCI

25X1

cc: [redacted]

25X1  
25X1 [redacted] *Handling*

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